



DEPARTMENT OF DEFENSE  
MONTGOMERY MILITARY ENTRANCE PROCESSING STATION  
705 MCDONALD, MAXWELL AIR FORCE BASE GUNTER ANNEX  
MONTGOMERY, AL 36114-3110

MEMORANDUM FOR Director of Contracting

11 May 05

Attn: ATZK-DCA (Chuck Teague)  
Bldg 1109B, Rm 250  
Fort Knox KY 40121-5000

FROM: Montgomery MEPS

SUBJECT: Contract Number DABK21-03-D-0041

1. Inspection of subject contract was performed for the period 1 – 30 Apr 05 in accordance with the contract's Statement of Work and Surveillance Plan to determine compliance with the performance requirement summary.
  - ( ) a. Performance for the month was satisfactory.
  - ( ) b. Performance for the month was unsatisfactory. Inspection checklist with supporting documentation is enclosed.
  - (x) c. Performance for the month was marginal. Inspection checklist with supporting documentation is enclosed.
  - ( ) c. Other remarks. See attached inspection checklists
2. POC is the undersigned at DSN 596-6377, ext. 202; or commercial (334) 416-6377, ext. 202.

TYRONE B. CRAWFORD  
CMSgt, USAF  
Contracting Officer's Representative

INSPECTION CHECKLIST LODGING FACILITIES For use of this form, see USMEPCOM Reg 715-3					Page 1 of 2 Pages
CONTRACT NUMBER	CONTRACTOR	QAE/COR		DATE	
DABK21-03-D-0041	Guesthouse Inn & Suites Montgomery AL	CMSSgt Tyrone Crawford		5 May 05	
ITEM	CONTRACT SPEC NO.	SAT	UNSAT	REMARKS	
Guest Rooms:					
Beds	5.1.3.11.1				
Chairs	5.1.3.11.2				
Lamps	5.1.3.11.3				
Dressers/Desks	5.1.3.10.4			<input checked="" type="checkbox"/>	
Mirrors	5.1.3.10.6				
Bed Side Tables	5.1.3.11.5				
Draperies/Blinds	5.1.3.10.8				
TV Sets	5.1.3.10.9				
Telephones	5.1.3.10.10				
Waste Baskets	5.1.3.10.12				
Sterilized Glasses	5.1.3.11.5				
Ashtrays	5.1.3.10.12				
Cloth Hangers	5.1.3.11.6				
Linen Service	5.1.1.15				
Heating Cooling Devices	5.1.3.5			<input checked="" type="checkbox"/>	
Bathrooms:					
Lavatories	5.1.4.1			<input checked="" type="checkbox"/>	
Commodes	5.1.4.3.3				
Mirrors	5.1.4.3.4				
Bathtub & Showers	5.1.4.3.5			<input checked="" type="checkbox"/>	
Shower Curtain or Glass Doors	5.1.4.3.6				
Tub Mat or Safety Strips	4.1.4.3.7				

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INSPECTION CHECKLIST LODGING FACILITIES				
CONTRACT NUMBER	CONTRACTOR	DAE/COR	DATE	
DABK21-03-0-0041	Guesthouse Inn & Suites, Montgomery AL	CMSgt Tyrone Crawford	5 May 05	
ITEM	CONTRACT SPEC NO.	SAT	UNSAT	REMARKS
Bathrooms (continued)				
Towels	5.1.4.3.1			
Waste Baskets	5.1.4.3.11			
Paper Supplies	5.1.4.3.8			
Hot Running Water	5.1.4.2.1			
Custodial/Sanitation:				
Guest Rooms	5.1.1.14			
Bathrooms	5.1.1.14			
Common Areas	5.1.1.16		✓	
Fire & Safety:				
Fire Extinguisher	5.1.2.2			
Smoke Alarms	5.1.2.3		✓	
Electrical Wiring/Outlets Fire Hazard	5.1.2.5			
Rm 207 - A/C cover not secure; hole in wall by a/c unit; faucet loose Rm 216 - A/C cover not secure; dresser with TV on it leaning (room placed off market) Rm 322 - Wallpaper in bathroom loose; rusty shower rod Rm 411 - Crack in wall Rm 418 - OK Rm 602 - OK Rm 605 - smoke detector inop (replaced battery)				
Common area - bird droppings on rails (3rd, 4th, 6th floor); Exit light out on 4th floor; ceiling tile missing by ice machine on 3rd floor				

## INSPECTION CHECKLIST FOOD SERVICE FACILITY

For use of this form, see USMEPCOM Reg 715-3

Page 1 of 2 Pages

CONTRACT NUMBER	CONTRACTOR	DAE/COR	DATE	
DABK21-03-D-0041	Guesthouse Inn & Suites Montgomery AL	Jack Weldon	25 Apr 05	
ITEM	CONTRACT SPEC NO.	SAT	UNSAT	REMARKS
General: Screens				
Floors	5.2.1.1.3		✓	Carpet in dining area torn
Work Areas	5.2.1.1.4	✓		
Serving Areas:				
Steam Tables	5.2.1.2.4	✓		
Proper Utensils	5.2.1.2.2	✓		
Food Receptables	5.2.1.2.3	✓		
Dishes	5.2.1.2.3	✓		
Tableware	5.2.1.2.3	✓		
Food Preparation Area:				
Refrigerators	5.2.1.3.1	✓		
Freezers	5.2.1.3.2	✓		
Dry Storage Rooms	5.2.1.3.4	✓		
Floors	5.2.1.3.5	✓		
Tables, Sink & Racks	5.2.1.3.6	✓		
Meat Blocks	5.2.1.3.7	✓		
Hand Washing Facilities	5.2.1.6	✓		
Toilet Supplies	5.2.1.6	✓		
Toilet Doors	5.2.1.6.5	✓		
Dining Areas:				
Tables	5.2.1.5	✓		
Chairs	5.2.1.5	✓		
Plate/Trays	5.2.1.5.3	✓		
Food/Drink Receptacles	5.2.1.5.4	✓		
Tableware	5.2.1.5.4	✓		

## INSPECTION CHECKLIST FOOD SERVICE FACILITY

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CONTRACT NUMBER DABK21-03-D-0041	CONTRACTOR Guesthouse Inn & Suites Montgomery AL	QA/COR Jack Weldon	DATE 25 Apr 05	
ITEM	CONTRACT SPEC NO.	SAT	UNSAT	REMARKS
Dining Areas (continued)				
Napkins	5.2.1.5.5	✓		
Dispensers	5.2.1.7.2.1	✓		
Equipment:				
Dishwashing Equipment	5.2.1.7.1	✓		
Milk Dispensers	5.2.1.7.2	✓		
Stoves/Ovens	5.2.1.7.3.2		✓	Open container on storage shelf
Food Containers	5.2.1.7.3.4		✓	Containers with bags on top of sugar
Deep Fryers	5.2.1.7.3.5		✓	Burnt paper in bottom of fryer
Grills	5.2.1.7.3.2	✓		
Garbage Containers	5.2.1.7.4	✓		
Grease Traps (if applicable)	5.2.1.7.4.3	✓		
Food Transportation Equipment (if applicable)	N/A			
Employees:				
Clothing	5.2.1.8.1.1	✓		
Hairnets	5.2.1.8.1.2	✓		
Preemployment Medical Exam	5.2.1.8.1.4	✓		
Fire & Safety:				
Fire Extinguishers	5.1.2.2	✓		
Smoke Alarms	5.1.2.3	✓		
Electrical Wiring/Outlets Fire Hazard	5.1.2.5	✓		